On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage®, a menu-driven database system. The INTERNET address GSA Advantage® is: GSAAdvantage.gov.

Multiple Award Schedule

**FSC Group: Information Technology**
- F03. IT Services Subcategory

**FSC Group: Miscellaneous**
- G06. Complementary SINs Subcategory

**Contract Number**: 47QTCA19D00G0

*For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.*

**Contract Period**: August 5, 2019 through August 4, 2024

**Price list current as of Modification #**: PA-0008 **Effective**: November 20, 2020

OPS Consulting, LLC
7050 Hi Tech Drive, Suite 200
Hanover, MD 21076
(P) 410-850-7380
(F) 410-850-7382
www.opsconsulting.com

**Contracts Administrator**: Krystal Brown
**Email**: krystalbrown@opsconsulting.com

**Business Size**: Small
CUSTOMER INFORMATION:

1. **Awarded Special Item Number(s):**

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order-Level Materials (OLMs)</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: See page 6.

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided: Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 7.

2. **Maximum Order:**
   - SIN 54151S - $500,000
   - SIN OLM - $250,000

3. **Minimum Order:** $100

4. **Geographic Coverage:** Domestic - delivery within the 48 contiguous states, Washington DC, Alaska, Hawaii, Puerto Rico, and the U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

5. **Point of Production:** Same as company address.

6. **Discount from list prices or statement of net price:** GSA Net Prices are shown on the attached GSA Price List. Negotiated discount has been deducted.

7. **Quantity Discount:** None

8. **Prompt Payment Terms:** Net 30 Days

9. **Foreign Items:** None

10a. **Time of Delivery:** OPS Consulting, LLC shall deliver or perform services in accordance with the terms negotiated in an agency’s order.

10b. **Expedited Delivery:** Consult with Contractor

10c. **Overnight/2-Day Delivery:** Consult with Contractor

10d. **Urgent Requirements:** Consult with Contractor
11. **FOB Point:** Destination

12a. **Ordering Address:**

ATTN: Krystal Brown  
7050 Hi Tech Drive, Suite 200  
Hanover, MD 21076

12b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. **Payment Address:**

Finance Department  
ATTN: Adrienne Starego  
7050 Hi Tech Drive, Suite 200  
Hanover, MD 21076

14. **Warranty Provisions:** Contractor’s Standard Warranty

15. **Export Packing charges:** Not applicable

16. **Terms and conditions of rental, maintenance, and repair:** Not applicable

17. **Terms and conditions of installation:** Not applicable

18a. **Terms and conditions of repair parts:** Not applicable

18b. **Terms and conditions for any other services:** Not applicable

19. **List of service and distribution points:** Not applicable

20. **List of participating dealers:** Not applicable

21. **Preventive maintenance:** Not applicable

22a. **Environmental attributes,** e.g., recycled content, energy efficiency, and/or reduced pollutants: Not applicable

22b. **OPS Consulting, LLC for Section 508 compliance information. The EIT standards can be found at:**  
http://www.section508.gov

23. **Data Universal Number System (DUNS) number:** 113816750

24. **Notification regarding registration in System for Award Management (SAM) Database:** OPS Consulting, LLC is registered in the System for Award Management (SAM) database. CAGE Code: 1NSG0
TERMS AND CONDITIONS FOR ALL IT CONTRACTORS

1) Organizational Conflicts of Interest
   a) Definitions.

   "Contractor" means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

   "Contractor and its affiliates" and "Contractor or its affiliates" refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

   An "Organizational conflict of interest" exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

   b) To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508

2) Services Performed
   a) All services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

   b) The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

   c) The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

3) Travel. Any Contractor travel required in the performance of services must comply with the Pub. L. 99-234 and FAR Part 31.205-46, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel.

4) Warranty
   a) Unless otherwise specified in this contract, the Contractor’s standard commercial warranty as stated in the contract’s commercial pricelist will apply to this contract.

   b) The Contractor’s commercial guarantee/warranty shall be included in the Commercial Supplier Agreement to include Enterprise User License Agreements or Terms of Service (TOS) agreements, if applicable.

   c) Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.
<table>
<thead>
<tr>
<th>Regulation Number</th>
<th>Regulation Title/Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>52.222-46</td>
<td>EVALUATION OF COMPENSATION FOR PROFESSIONAL EMPLOYEES (FEB 1993)</td>
</tr>
<tr>
<td>52.222-48</td>
<td>EXEMPTION FROM APPLICATION OF THE SERVICE CONTRACT LABOR STANDARDS TO CONTRACTS FOR MAINTENANCE, CALIBRATION, OR REPAIR OF CERTAIN EQUIPMENT CERTIFICATION (MAY 2014)</td>
</tr>
<tr>
<td>52.223-19</td>
<td>COMPLIANCE WITH ENVIRONMENTAL MANAGEMENT SYSTEMS (MAY 2011)</td>
</tr>
<tr>
<td>52.223-2</td>
<td>AFFIRMATIVE PROCUREMENT OF BIOBASED PRODUCTS UNDER SERVICE AND CONSTRUCTION CONTRACTS (SEP 2013)</td>
</tr>
<tr>
<td>52.229-1</td>
<td>STATE AND LOCAL TAXES (APR 1984)</td>
</tr>
<tr>
<td>52.222-62</td>
<td>PAID SICK LEAVE UNDER EXECUTIVE ORDER 13706 (JAN 2017)</td>
</tr>
<tr>
<td>52.223-13</td>
<td>ACQUISITION OF EPEAT® - REGISTERED IMAGING EQUIPMENT (JUN 2014)</td>
</tr>
<tr>
<td>52.223-14</td>
<td>ACQUISITION OF EPEAT® - REGISTERED TELEVISIONS (JUN 2014)</td>
</tr>
<tr>
<td>52.223-16</td>
<td>ACQUISITION OF EPEAT® - REGISTERED PERSONAL COMPUTER PRODUCTS (OCT 2015)</td>
</tr>
<tr>
<td>552.238-115</td>
<td>SPECIAL ORDERING PROCEDURES FOR THE ACQUISITION OF ORDER-LEVEL MATERIALS (MAY 2019)</td>
</tr>
<tr>
<td>552.238-107</td>
<td>TRAFFIC RELEASE (SUPPLIES) (MAY 2019)</td>
</tr>
<tr>
<td>552.238-73</td>
<td>IDENTIFICATION OF ELECTRONIC OFFICE EQUIPMENT PROVIDING ACCESSIBILITY FOR THE HANDICAPPED (MAY 2019)</td>
</tr>
<tr>
<td>552.238-86</td>
<td>DELIVERY SCHEDULE (MAY 2019)</td>
</tr>
<tr>
<td>552.238-89</td>
<td>DELIVERIES TO THE U.S. POSTAL SERVICE (MAY 2019)</td>
</tr>
<tr>
<td>552.238-90</td>
<td>CHARACTERISTICS OF ELECTRIC CURRENT (MAY 2019)</td>
</tr>
<tr>
<td>552.238-91</td>
<td>MARKING AND DOCUMENTATION REQUIREMENTS FOR SHIPPING (MAY 2019)</td>
</tr>
<tr>
<td>552.238-92</td>
<td>VENDOR MANAGED INVENTORY (VMI) PROGRAM (MAY 2019)</td>
</tr>
<tr>
<td>552.238-93</td>
<td>ORDER ACKNOWLEDGMENT (MAY 2019)</td>
</tr>
<tr>
<td>552.238-94</td>
<td>ACCELERATED DELIVERY REQUIREMENTS (MAY 2019)</td>
</tr>
</tbody>
</table>
The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS/SCA eligible labor categories. If and/or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apprentice Software Engineer</td>
<td>$72.70</td>
<td>$74.51</td>
<td>$76.38</td>
<td>$78.29</td>
<td>$80.24</td>
</tr>
<tr>
<td>Mid-level Software Engineer</td>
<td>$91.62</td>
<td>$93.91</td>
<td>$96.26</td>
<td>$98.66</td>
<td>$101.13</td>
</tr>
<tr>
<td>Principal Software Engineer</td>
<td>$159.95</td>
<td>$163.94</td>
<td>$168.04</td>
<td>$172.24</td>
<td>$176.55</td>
</tr>
<tr>
<td>Senior Software Architect</td>
<td>$178.00</td>
<td>$182.45</td>
<td>$187.01</td>
<td>$191.69</td>
<td>$196.48</td>
</tr>
<tr>
<td>Senior Software Engineer</td>
<td>$127.43</td>
<td>$130.61</td>
<td>$133.88</td>
<td>$137.23</td>
<td>$140.66</td>
</tr>
</tbody>
</table>
Labor Category Descriptions

**Apprentice Software Engineer**

**Functional Responsibilities:** The Apprentice Software Engineer will code and test software based upon software specifications and designs. Will use a variety of software development tools specific to the project. Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and software development. Provides support using formal specifications, data flow diagrams, and Computer-Aided Software Engineering (CASE) tools. Uses sound software engineering principles to ensure that developed code is modifiable, efficient, reliable, understandable, and fault tolerant. Provides software process management and control throughout the coding portion of the software development process. This title must have experience with a variety of programming languages; demonstrated ability to work in a team environment to complete technical projects; and experience working with either a database (e.g. MongoDB, Oracle, Structured Query Language (SQL)) or web application technologies (e.g. Extensible Markup Language (XML), Hypertext Markup Language (HTML), Cascading Style Sheets (CSS), JavaScript, etc.)

**Minimum Education:** Associate’s

**Minimum Experience:** 1 year

**Mid-level Software Engineer**

**Functional Responsibilities:** The Mid-level Software Engineer codes and tests software based upon software specifications and designs. Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and software development. Provides support using formal specifications, data flow diagrams, and CASE tools. Uses sound software engineering principles to ensure that developed code is modifiable, efficient, reliable, understandable, and fault tolerant. Provides software process management and control throughout the coding portion of the software development process. Codes, tests, and debugs complex software applications. This title must have experience with software development, requirements analysis, process execution and evaluation, selection and evaluation of Commercial Off-The-Shelf (COTS) / Government Off-The-Shelf (GOTS) tools and system integration activities. Must possess experience with a variety of programming languages, manage configuration control of development and operational software; track development action items, design issues, and document design success/resolutions; attend design review meetings, and quickly adapt to new technologies and new software tools.

**Minimum Education:** Bachelor’s

**Minimum Experience:** 3 years

**Principal Software Engineer**

**Functional Responsibilities:** The Principal Software Engineer codes and tests software based upon software specifications and designs. Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and software development. Provides support using formal specifications, data flow diagrams, and CASE tools. Uses sound software engineering principles to ensure that developed code is modifiable, efficient, reliable, understandable, and fault tolerant. Provides software process management and control throughout the coding portion of the software development process. Provide technical direction to team members on the project. Must possess experience with multi-threaded programming and advanced development methodologies.
Provide guidance on technical specifications needed to satisfy development requirements such as hardware configurations and hardware technology needed. Must possess demonstrated experience providing conceptual design, detailed technical design, software development, unit testing, and performance tuning of complex software systems. Has experience leading development and integration activities of complex systems and subsystems. Codes, tests, and debugs complex software applications. Has experience with software development, requirements analysis, process execution and evaluation, selection and evaluation of COTS/GOTS tools, and system integration activities; Experience with a variety of programming languages; the ability to guide and mentor junior team members, manage configuration control of development and operational software, and track development action items, design issues, and document design success/resolutions. Assists in the development of design review materials. Quickly adapts to new technologies and new software tools.

**Minimum Education:** Bachelor’s  
**Minimum Experience:** 14 years

**Senior Software Architect**

**Functional Responsibilities:** The Senior Software Architect designs and develops systems and system-of-systems to meet complex mission requirements. Analyzes and studies system requirements and conceptualizes and details system design. Designs software tools and subsystems to support software reuse and software development. Provides support using formal specifications, data flow diagrams, and CASE tools. Uses sound software engineering principles to ensure that developed code is modifiable, efficient, reliable, understandable, and fault tolerant. Provides software process management and control throughout the coding portion of the software development process. Advises the customer on “Build vs. Buy” decisions related to Information Technology (IT) systems. Provides the scheduling, planning, and running of project review meetings. Leads systems engineering activities to include software development process, systems architecture, and systems analysis. Provides technical direction to team members on the project. Provides analysis of risk, risk assessments, and risk mitigation plans. Identifies the most critical components of the system. Possesses experience with multi-threaded programming and advanced development methodologies. Provides guidance on technical specifications needed to satisfy development requirements such as hardware configurations and hardware technology needed. Has demonstrated experience providing conceptual design, detailed technical design, software development, unit testing, and performance tuning of complex software systems. Has experience leading development and integration activities of complex systems and subsystems. Codes, tests, and debugs complex software applications. Possesses experience with software development, requirements analysis, process execution and evaluation, selection and evaluation of COTS/GOTS tools, and system integration activities. Has experience with a programming language such as Java, C, Python, C#, C++, etc. Possesses the ability to guide and mentor junior team members. Manages configuration control of development and operational software; tracks development action items, design issues, and document design success/resolutions; and assists in the development of design review materials. Quickly adapts to new technologies and new software tools.

**Minimum Education:** Bachelor’s  
**Minimum Experience:** 16 years
**Senior Software Engineer**

**Functional Responsibilities:** The Senior Software Engineer codes and tests software based upon software specifications and designs. Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and software development. Provides support using formal specifications, data flow diagrams, and CASE tools. Uses sound software engineering principles to ensure that developed code is modifiable, efficient, reliable, understandable, and fault tolerant. Provides software process management and control throughout the coding portion of the software development process. Possesses demonstrated experience providing conceptual design, detailed technical design, software development, unit testing, and performance tuning of complex software systems. Has experience leading development and integration activities of complex systems and subsystems. Codes, tests, and debugs complex software applications. Has experience with software development, requirements analysis, process execution and evaluation, selection and evaluation of COTS/GOTS tools, and system integration activities. Has experience with a programming language such as Java, C, Python, C#, C++, etc. Possesses the ability to guide and mentor junior team members; manages configuration control of development and operational software; and tracks development action items, design issues, and document design success/resolutions. Assists in the development of design review materials. Quickly adapts to new technologies and new software tools.

**Minimum Education:** Bachelor’s  
**Minimum Experience:** 8 years

**Experience & Degree Substitution Equivalencies**  
Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

<table>
<thead>
<tr>
<th>Equivalent Degree</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School</td>
<td>1 year of relevant experience</td>
</tr>
<tr>
<td>Associate’s</td>
<td>High School or equivalent plus 2 years relevant experience</td>
</tr>
<tr>
<td>Bachelor’s</td>
<td>Associate’s degree + 2 years relevant experience or 4 years relevant experience</td>
</tr>
<tr>
<td>Master’s</td>
<td>Bachelor’s plus 2 years relevant experience or Associate’s degree + 4 years relevant experience or 6 years relevant experience</td>
</tr>
<tr>
<td>PhD</td>
<td>Master’s + 2 years relevant experience, or Bachelor’s + 4 years relevant experience or Associate’s + 6 years relevant experience or 8 years relevant experience</td>
</tr>
</tbody>
</table>